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TO: Director of Training                      DATE: 22 April 1954

THRU: Chief, External and Language Training Division

25X1A FROM: [REDACTED]

SUBJECT: Internal Chinese Language Training Program

The following is a brief resumé of the internal Chinese language training program of the last ten months, beginning 1 July 1953. Included in this memorandum are a few remarks and recommendations concerning this and future programs.

1. The first class, a thirty-week course in beginning Chinese (see Tab A for description of courses offered) was offered 6 July 1953. There were only four applicants from the entire Agency, those four being from the following divisions:

1 - [REDACTED]  
1 - OSI  
2 - ORR

The OSI student dropped the course after two weeks to attend Yale University. The OO student and one ORR student dropped the class after twelve weeks because they were unable to attend scheduled classes or complete laboratory exercises due to office requirements. (These students, as well as those students who dropped from later classes, discontinued the course only after every effort, on both the part of the students and the instructors, to rearrange schedules, work-load, etc., in order to continue the class.) The fourth student completed the course as a superior student. On 16 November 1953, one student from FE joined this class for the reading phase.

2. On 21 September 1953, another beginning course was offered to run concurrently with the first class. There were only three applicants for this class:

1 - ORR  
1 - OO/C  
1 - FE

However, the OO/C and the FE students dropped out of the class within four weeks because of office work.

3. A third beginning course was offered 15 February 1954. There was only one applicant, from OCD. An elementary reading class was also started on this date. The class consisted of two students (ORR and FE) who had just completed Phase II of Beginning Chinese, and one additional student from ORR.

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4. The self-study program, in comparison with the formal class program, has been quite successful. On 1 July 1953, there were no students enrolled in the self-study program. As of 15 April 1954, there are approximately fifteen students enrolled in self-study, totalling about 65 hours laboratory drill per week. Tapes and textual material have been compiled in such a manner as to make available to the student a complete self-study course from beginning through intermediate conversation and reading.

5. In addition to the regularly scheduled classes and self-study program, instruction was offered to any student who desired help in reviewing or beginning Chinese on a self-study basis. However, only two students took advantage of this offer to any degree, even though this instruction was also available during off-duty hours.

6. Obviously the internal Chinese language program has not been a success. In the first place, there have not been a sufficient number of students applying for training to warrant the above program. Secondly, those applying for and receiving instruction were not allowed the necessary amount of time by their offices to successfully complete class and laboratory work. (One regular student averaged two hours laboratory drill out of a required twelve hours.) Thirdly, there was a lack of student representation from those offices having a primary interest in those areas in which the Chinese language is used.

7. In view of the apparent lack of interest in the Chinese language program, it is certainly not advisable to continue to offer, at this time, a program necessitating the use of a full-time instructor. However, I believe that with the increasing importance of the Chinese language speaking areas, there is a definite requirement within the Agency for a Chinese language training program. Therefore, I would like to make three broad recommendations. These recommendations are made with the full realization that I am neither a linguist nor a career intelligence officer, and they arise only from my experience in the Agency in the last ten months. The third recommendation, in my opinion, is a must for the success of the program.

(1) That a survey be made of the Chinese language requirements and the training necessary to satisfy the requirements of all the offices in the Agency who have an interest in the Chinese language using areas.

(2) That a long-range training program be planned, utilizing all available facilities, i.e., FSI, Army, Navy, NSA, Chinese speaking employees of the Agency, etc., to fulfill all Chinese language training needs as shown by the survey.

(3) That a command requirement be placed upon the offices to furnish student personnel with adequate time to complete the program thus established.

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## TAB A

DESCRIPTION OF COURSES

1. Elementary Chinese (Mandarin) (Speaking and Reading): 1-1/2 hours a day, plus 12 hours laboratory drill per week.

The course is divided into two phases: Phase I (18 weeks), consisting of intensive training in oral skills, vocabulary, and the analysis of the most important grammatical constructions; Phase II (12 weeks), emphasizing the reading and writing of Chinese. Oral drill and tapes will supplement the written material. In addition, new grammatical construction, use of dictionaries, and other miscellaneous matters, are presented in this phase.

2. Beginning Chinese Reading: 1-1/2 hours a day, 4 days a week; plus 6 hours of laboratory drill per week.

Phase II of the Elementary Chinese (Mandarin) Course.

3. Elementary Chinese Reading: 1-1/2 hours a day, 2 days a week; plus 6 hours of laboratory drill per week.

This course is designed to follow the Beginning Chinese Reading Course. Students should be familiar with basic constructions and approximately 300 characters before beginning this course.

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